

**ATHLETIC TRAINERS AFFILIATED CREDENTIALING BOARD  
TELECONFERENCE APRIL 10, 2008  
MEETING MINUTES**

**PRESENT:** Ryan A. Berry, Steven J. Nass, James Nesbit and Jeanne M. Brown

**ABSENT:** John Sybeldon; Jodi A. Pelegrin

**STAFF:** Tom Ryan, Bureau Director; William Black, DRL Board Counsel; Kimberly Chapman, Minute Taker

**CALL TO ORDER**

Tom Ryan called the meeting to order at 9:08 a.m.

**APPROVAL OF AGENDA**

**MOTION:** James Nesbit moved, seconded by Jeanne Brown, to approve the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF SEPTEMBER 27, 2007**

**MOTION:** Ryan Berry moved, seconded by Jeanne Brown, to approve the minutes of September 27, 2007 as published. Motion carried unanimously.

**ELECTION OF 2008 BOARD OFFICERS AND BOARD APPOINTMENT(S)**

Tom Ryan called three times for nominations for the office of Chair.

**MOTION:** Jeanne Brown nominated Steve Nass as Chair of the Board. After no other nominations were offered Steven Nass became Chair.

Steven Nass called three times for nominations for the office of Vice Chair.

**MOTION:** Jeanne Brown nominated Ryan Berry as Vice Chair. After no other nominations were offered Ryan Berry became Vice Chair.

Steven Nass called three times for nominations for the office of Secretary.

**MOTION:** Steven Nass nominated Jeanne Brown as Secretary. After no other nominations were offered Jeanne Brown became Secretary.

Steven Nass appointed the following:

- Screening Panel – John Sybeldon and James Nesbit
- Credentialing Liaison(s) – Ryan Berry
- Legislative Liaison – Ryan Berry
- Division of Enforcement Monitoring Liaison – Steven Nass
- Examination Liaison(s)/Team – all professional members of the Board
- Digest Coordinator – Steven Nass
- Impaired Provider Program Liaison – Steven Nass - until new physician member is appointed
- Practice Question Procedure – questions go to legal council then Ryan Berry if necessary
- Travel Liaison – Jeanne Brown

### **APPROVAL OF 2008 MEETING DATES**

**MOTION:** James Nesbit moved, seconded by Jeanne Brown, to approve the 2008 meeting and screening dates. Motion carried unanimously.

### **ADMINISTRATIVE REPORT**

#### **Agenda Procedures, Quorum Policy and Procedure, Hotel Policy Board Travel and Expense Reimbursement**

Tom Ryan reminded the Board of Department policies relating to the Agenda and Addendums Process, Quorum Policy and Procedures, Hotel Policy, and Board Travel. Additionally he stated that expense reimbursement and per diem form reports should be submitted within a month of when expenses are incurred.

#### **DRL Recognized for Diversity Achievements**

Noted.

#### **DRL Strategic Plan**

Noted.

#### **DRL Staff Changes – Deb Kraft, DRL General Counsel and Marvin Robinson, Administrator, Division of Enforcement**

Tom Ryan informed the Board that there are two new staff members to the department, Debra Kraft, DRL General Counsel and Marvin Robinson, Administrator, Division of Enforcement.

### **2007 WISCONSIN ACT 104**

Bill Black, Legal Counsel, informed the Board that there will be no need to write rules to implement changes brought about by 2007 Wisconsin Act 104 as the statute section is already cross-referenced in the rule.

**MOTION:** Ryan Berry moved, seconded by Jeanne Brown, to add a check box to the application and renewal forms to affirm successful completion of AED training as the authorized form of proof. Motion carried unanimously.

**SUMMARY REPORTS OF PENDING COURT CASES, LEGISLATION AND  
DISCIPLINARY RULES, INCLUDING:**

Noted.

**INFORMATIONAL ITEMS**

None.

**CLOSED SESSION**

The Board did not convene to closed session.

**ADJOURNMENT**

**MOTION:** Steve Nass moved, seconded by Jeanne Brown, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:31 a.m.

**NEXT MEETING: OCTOBER 7, 2008**